

# pH1N1 Prevention Checklist for School Staff

**The following checklist has been developed to assist school staff in managing influenza-like illness in the school environment.**

- Ensure monitoring and weekly reporting of student illness to the Health Unit.**
- Inform your School's Public Health Nurse Consultant when absenteeism rates are greater than 10% by phone, and continue to send your weekly report by fax (613-345-5777).**
- If possible, isolate students (at least 2 metres away from others) who experience influenza-like symptoms and send students home as soon as possible. Avoid sending students home on the school bus.**
  - Influenza-like illness is defined as fever and cough, and one or more of the following symptoms: sore throat, muscle aches, joint pain or weakness.
- Encourage students and staff with influenza-like symptoms to stay home from school, work, and/or recreational activities such as sports and social clubs.**
  - If parents are concerned about their child's symptoms, they should contact their health care provider or Telehealth Ontario (1-866 797-0000).
  - The Health unit is encouraging anyone with influenza-like illness to avoid going to the emergency department unless recommended to do so by their primary care provider or Telehealth Ontario, (1-866-797-0000).
  - Adults and children with underlying medical conditions, children under the age of 5 years, and pregnant women who develop symptoms should contact their health care provider IMMEDIATELY.
  - If a student or staff has been in contact with someone who has influenza-like symptoms or has been diagnosed with the H1N1 virus, it is not necessary for them to stay home from work or school unless they are also feeling unwell.
- Advise students, parents/guardians and staff when they may return to school following influenza-like-illness.**
  - Students/staff may return to school when a fever has been absent for 24 hours (with no over the counter medications) and the student/staff person is feeling well enough to resume normal activities. The presence of a cough in the absence of other symptoms is not sufficient to keep a student/staff person away from school.
- Promote frequent hand hygiene. Wash hands for at least 15 seconds with soap and warm water or use a hand sanitizer at the recommended times.**
  - Clean hands before preparing or eating food; treating a cut or wound; looking after someone who is sick; putting in or taking out contact lenses.
  - Clean hands after using the bathroom; handling uncooked foods; blowing your nose, coughing or sneezing or wiping a child's nose; using the phone or computer; looking after someone who is sick.
- Enhance environmental cleaning.**
  - Refer to school board policies and/or the Health Unit's "Environmental Cleaning and Disinfection in the School Environment" factsheet: [http://www.healthunit.org/H1N1/resources/environmental\\_cleaning-H1N1.pdf](http://www.healthunit.org/H1N1/resources/environmental_cleaning-H1N1.pdf)
- Report known lab confirmed cases (student has been swabbed) to your School's Public Health Nurse Consultant and provide the nurse with the students' contact information for follow-up by the Health Unit's Communicable Diseases Team (in accordance with the Health Promotion and Protection Act of Ontario). Please note that follow-up of confirmed cases may change as the influenza season progresses.**
  - Lab confirmed cases are different than a clinical diagnosis from a Health Care Provider in that a nasopharyngeal swab has been taken and confirmed in the lab.

**If you have any questions or concerns, please contact  
your school's Public Health Nurse Consultant**

**1-800-660-5853 or 613-345-5685  
or visit our website at [www.healthunit.org](http://www.healthunit.org)**